

## **Memorandum**

**To:** Planning Commission

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**Date:** February 24, 2016

**Subject:** **Old Town Historic Core, Leary Way, and Gilman Street**

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### **MEETING PURPOSE**

The purpose of this study session is to seek Commissioner questions and input regarding staff's proposed sequence and schedule for the Commission's continued study sessions and public hearings regarding proposed amendments to policies and codes for the Old Town Historic Core Plan, Leary Way, and Gilman Street.

### **BACKGROUND AND PURPOSE**

The purpose of this project is to establish a long-term plan and establish and/or update policies and standards for the historic central core of the City's first business district with the significant participation of property and business owners and community stakeholders. Attachment A shows the area included in the proposed Old Town Historic Core.

In January 2015, the Planning Commission held study sessions to provide input regarding the approach for seeking feedback on concepts for updates and for the Commission's review of the Technical Committee's recommended updates. Starting in June 2015, the Commission held several study sessions and public hearings on the Technical Committee's recommended policy and Zoning Code updates.

Through August 5, 2015, the Commission developed its issue matrix and received comments from the community and stakeholders. At its August 5 meeting, staff requested continuing the public hearing to a date certain to allow time for response and associated work regarding feedback received from stakeholders on the draft proposed amendments. Since that time, staff has been following up on the stakeholder comments to clarify the feedback and to refine the recommended updates. The stakeholder comments covered several topics as summarized in the table below.

### **PROPOSED APPROACH, SCHEDULE AND MILESTONES**

Staff proposes the following sequence and schedule for the Commission to continue and complete its review of the Technical Committee's initial recommended amendments to policy and code and the Technical Committee's updated recommendations on the topics below as

follow up to stakeholder comment. The topics below also include open issues that the Planning Commission identified last year.

<i>Amendment Organization</i>	<i>Topics</i>	<i>Tentative Planning Commission Meetings</i>
Package 1	<ul style="list-style-type: none"><li>• Comprehensive Plan Policies and Vision</li><li>• Downtown Density Limit</li><li>• Building Design – Material (preliminary)</li><li>• Building Design – Transparency</li></ul>	<ul style="list-style-type: none"><li>• Study Session – March 30</li><li>• Public Hearing – April 13</li><li>• Study Session – April 20</li></ul>
Package 2	<ul style="list-style-type: none"><li>• Onsite Parking Requirements</li><li>• Design Process Alternative</li><li>• Building Design – Cap</li><li>• Building Design – Corner Treatments</li></ul>	<ul style="list-style-type: none"><li>• May and June</li></ul>
Package 3	<ul style="list-style-type: none"><li>• Leary Way and Gilman Street Streetscape Elements</li><li>• Building Design – Height, Mass, and Stepbacks, and Incentive Strategy</li><li>• Encroachments into Right of Way</li><li>• Building Design – Base</li><li>• Building Design – Material</li><li>• Building Design – Frontage at Parks</li><li>• Pedestrian Connections, Café Plazas, Parklets, and Streateries</li><li>• Signage</li></ul>	<ul style="list-style-type: none"><li>• June and July</li></ul>

Staff also proposes an additional study session in July for the Commission to complete its discussion on additional items from its issues matrix and those newly identified. Staff anticipates Commission report approval in July or August.

#### **PREPARATION FOR FEBRUARY 24 STUDY SESSION**

Commissioners are asked to contact staff by Tuesday, February 23 with initial questions or feedback regarding the proposed sequence and schedule as well as any questions regarding the project background and status.

#### **NEXT STEPS**

Based on the Commission's feedback regarding the proposed schedule and in preparation for the Commission's March 30 study session, staff plans to provide by March 18 an addendum to the Technical Committee's earlier report that identifies and discusses the proposed additions, updates, and refinements.

Please contact Kimberly Dietz prior to the meeting with questions or concerns.

#### **ATTACHMENT**

A. Map - Proposed Old Town Historic Core